

GOVDOC

BRA

4826

BOSTON PUBLIC LIBRARY



3 9999 06585 719 3

BOSTON PUBLIC  
LIBRARY

Form No. 1374—5/75

912-44-1527

BOSTON PUBLIC LIBRARY  
GOVERNMENT DOCUMENTS DEPARTMENT  
RECEIVED  
FEB 27 2001

PROGRAMS AVAILABLE FOR SMALL BUSINESSES - June, 1967

PREPARED BY THE PLANNING DEPARTMENT  
THE BOSTON REDEVELOPMENT AUTHORITY

D28

AUG 24 1967

222

PLA

P



Digitized by the Internet Archive  
in 2011 with funding from  
Boston Public Library

<http://www.archive.org/details/programsavailabl00bost>



## SMALL BUSINESS ADMINISTRATION PROGRAMS

June, 1967

"The Small Business Administration (SBA) was established by Congress to serve the public interest by encouraging the growth and preservation of small business throughout the nation."

This is a brief summary of current SBA programs. For more detailed information, contact the local office of SBA. Officials to contact and their telephone numbers are listed in this summary - for each program.

Small Business Administration  
John F. Kennedy Building  
Government Center  
Boston, Mass. 02203

Please note that from time to time the SBA updates various aspects of its programs, and the SBA also develops new programs and/or discontinues old one. For this reason, the information both in SBA pamphlets and in this summary becomes outdated fairly rapidly. Current information is available at the SBA offices.

PREPARED BY THE PLANNING DEPARTMENT  
BOSTON REDEVELOPMENT AUTHORITY





INDEX TO SMALL BUSINESS ADMINISTRATION PROGRAMS

June, 1967

I. FINANCIAL ASSISTANCE PROGRAMS

- (1) SBA "REGULAR" LOANS - for small businesses. But generally, the smaller ones do not have the assets required for these loans.
- (2) EOL - ECONOMIC OPPORTUNITY LOANS - for small businesses. The smaller businesses are eligible for these loans, because loans will not be turned down for lack of collateral.
- (3) "POOL" LOANS - made to a Corporation formed by a group of small businessmen for their own use. to obtain working capital, the benefits of research, or construction of facilities for their own use.
- (4) "502" LOANS - these loans are available to Local Development Corps. composed primarily of residents of the community for the purpose, for example, of erecting a shopping center which would be leased to small businesses. (not for working capital)
- (5) SBIC LOANS - are available to Small Business Investment Companies for their use in financing small firms.
- (6) ECONOMIC DEVELOPMENT LOANS - these loans are available only in those areas (of the size of an entire city or larger) that have been declared "economic development areas" because of a very high rate of unemployment throughout the area.
- (7) "DISASTER" LOANS - these loans are available to small businesses when (a) there has been a natural disaster such as a flood; (b) when there has been a product disaster; and (c) for businesses displaced by Federally-aided programs such as urban renewal and highway construction.

1914  
The  
1914  
1914  
1914

## II. MANAGEMENT ASSISTANCE PROGRAMS

- (1) SCORE - retired executives make their managerial skills and experiences available to individual businessmen without charge.
- (2) MANAGEMENT COURSES - local universities give practical courses, in the evenings, for small businessmen - cooperatively with SBA. (There will usually be a charge.)
- (3) MANAGEMENT CONFERENCES AND PROBLEM CLINICS - conferences on business subjects.
- (4) WORKSHOPS FOR NEW OR PROSPECTIVE BUSINESS OWNERS - one-day programs.
- (5) PRODUCTION AND MARKETING ASSISTANCE - for new products.
- (6) "AIMS" - SBA helps trade associations and large companies to help their individual members, customers, or suppliers with information on improving their businesses.
- (7) MANAGEMENT RESEARCH - SBA finances studies about small business and makes the results available in their publications series.

## III. MANAGEMENT PUBLICATIONS

- (1) FREE SERIES OF LEAFLETS - these are in the following main categories:
  - (a) Management Aids for Small Manufacturers
  - (b) Small Marketers Aids
  - (c) Technical Aids for Small Manufacturers
  - (d) Small Business Bibliographies
  - (e) Management Research Summaries
- (2) FOR-SALE SERIES OF BOOKLETS - these are in the following categories:
  - (a) Aids Annuals
  - (b) Small Business Management Series
  - (c) Starting and Managing Series
  - (d) Small Business Research Series

to the ADV...  
of the...  
throughout the country

IV. HOW TO BID FOR GOVERNMENT CONTRACTS

Several forms of assistance are available including "certificates of competency".

V. BUYING FROM THE GOVERNMENT

Lists of surplus materials and where and how to get them are available.

VI. ADVISORY COUNCILS

State and National Advisory Councils review and evaluate SBA programs so that the SBA gets feedback from small businesses throughout the country.

100  
100  
100

100  
100  
100



GENERAL INFORMATION ON THE FINANCIAL ASSISTANCE PROGRAMS

WHO RECEIVES LOANS:

Some loans are given to individual businessmen, some to corporations that lend money to individual businessmen, and some to corporations that are formed either by groups of businessmen for their own use or by groups of citizens in a community for the use of small businesses in their community.

WHERE THE FUNDS COME FROM:

About two thirds of SBA's loans are made in participation with banks - with the bank lending at least 10% of the amount and the SBA lending up to 90%. When a business is unable to borrow any money from a bank, SBA does make direct loans. In still other cases, a bank lends the entire amount, but the SBA guarantees the loan (up to 90% of the loan).

1000  
1000  
1000

1000  
1000  
1000  
1000



I. (1) SBA "REGULAR" LOANS

ELIGIBLE : Individual small businesses. Generally, only the largest small businesses have the requirements necessary to be eligible for these loans. Collateral is required. Also, businesses must demonstrate that they cannot get a loan without SBA help.

AMOUNT OF LOAN: (a) Direct Loan, up to \$100,000  
(b) Participation Loan, up to \$150,000  
(c) SBA Guarantee, up to \$350,000

PERIOD OF LOAN: Up to 10 years (but only up to six years for working capital)

INTEREST RATE: (a) On SBA's share, a maximum of  $5\frac{1}{2}\%$   
(b) On a Bank's share, the bank may set its own rate up to 8%

COMMENTS: These loans will not be granted for the purchase of a business unless the result would be to aid in the sound development of a small business or to keep it in operation.

SBA PEOPLE TO CONTACT: Telephone 223-3211

Mr. Newman, Chief of Financial Assistance Program  
Mr. Sullivan, Assistant Chief of Financial Assistance  
Mr. Cormack, Boston Area Loan Director

Other Boston Area Loan Officers: Mr. Bates, Mr. Hallisey,  
Mr. McKinney, Mr. Moore



I. (2) EOL - ECONOMIC OPPORTUNITY LOANS (two types: EOL I and EOL II)

ELIGIBLE: Individual small businesses. These loans are designed to make funds available to the smaller businesses that are not eligible for the "Regular" SBA loans. Loans will not be turned down for lack of collateral.

EOL I: for businessmen whose income "provides them and their families with only a marginal existence."

EOL II: for businessmen whose income is too high for EOL I, but "who, because of lack of opportunity, have been handicapped in establishing or expanding small businesses." \*

BOTH LOANS: the applicant must have some business ability, experience, or training (in lieu of collateral). Both EOL loans may require that the recipient take some form of business training if he needs it.

AMOUNT OF LOAN: up to \$25,000

PERIOD OF LOAN: up to 15 years.

INTEREST RATE: 5 1/2% (The rate can be 4 5/8% in an area designated "distressed" by the President of the U.S. For example, Appalachia.)

COMMENTS: Both EOL I and EOL II may be used to expand an existing business or to establish a new business. The latter includes the purchase of an existing business from another businessman, which is sometimes excluded in the "Regular" loans.

The SBA offers both training and counseling for businessmen who need management assistance.

\* Since "handicap" is open to interpretation, many handicaps may be legitimate. Some examples are illness, physical disability, membership in a minority group, or residence in a poverty area.

SBA PEOPLE TO CONTACT: Telephone 223-3211

Mr. Cormack, Boston Area Loan Director  
Other Loan Officers: Mr. Bates, Mr. Hallisey,  
Mr. McKinney, Mr. Moore.

1910  
1911  
1912

1913

1914

1915

I. (3) "POOL" LOANS

ELIGIBLE: A Corporation formed by a group of small businessmen; to obtain working capital, the benefits of research, or construction of facilities for their own use.

AMOUNT OF LOAN: Up to \$250,000 for each pool member

PERIOD OF LOAN: Up to 10 years - except when loan is used for construction, the period is up to 20 years.

INTEREST: 5%

COMMENTS: so far, in 8 years, the Boston Area office has processed only one Pool loan. Another pool loan is currently being processed.

SBA PEOPLE TO CONTACT: Telephone 223-3211

Mr. Newman, Chief of Financial Assistance Program  
Mr. Sullivan, Assistant Chief of Financial Assistance

Mr. Cormack, Boston Area Loan Director  
Other Boston Area Loan Officers: Mr. Bates, Mr. Hallisey,  
Mr. McKinney, Mr. Moore





SBA PROGRAMS - June, 1967

I. (4) "502" LOANS

ELIGIBLE: Local development corporations. A local development corporation is composed of at least 25 members of a community and is licensed by the State to operate in a specific area. The loans may be used to purchase land, plants, and equipment or for rehabilitation, but not for working capital.

EXAMPLES OF USES: to build a shopping center which the development corporation would own and would lease to small businesses (or sell to others) or to provide facilities for a factory.

AMOUNT OF LOAN: up to \$200,000 for each firm that the local development Corporation wishes to help.

PERIOD OF LOAN: up to 25 years

INTEREST RATE: 5 1/2%

COMMENTS: A local development corporation can float stocks in order to obtain its own funds; it can also make profits.

A businessman cannot own more than 25% of the stock of the local development corporation, .if he is to be a beneficiary of a loan that the SBA makes to the development corporation.

None of these loans have been made in Boston as yet.

SBA PEOPLE TO CONTACT: Mr. Alfano, Mr. Lyken 223-3154

Room 1907-A, 19th Floor

(Mr. Lyken mentioned that he would be glad to speak to groups of people who are interested in finding out more about these loans.)





I. (5) SBIC LOANS

ELIGIBLE: Small Business Investment Corporations - SBICs.

An SBIC is a privately owned, profit-making organization licensed by the SBA to lend money to small businesses. SBICs provide high risk, long-term financing unavailable elsewhere. They charge fairly high interest rates; however, interest - including all charges - may not exceed 15%.

Usually an SBIC is willing to lend money to a firm that does not have assets, but that seem to be starting a potentially profitable venture; such as, a firm planning to produce a new product. In such a case, the SBIC will lend money in exchange for stock in the firm, instead of requiring present assets for collateral. SBICs also provide management help to firms that they finance.

AMOUNT OF LOAN TO SBICs: (a) on funds supplied in exchange for subordinated debentures, up to \$700,000.

(b) on operating loans, up to \$4 million.

INTEREST RATE: 5 $\frac{1}{2}$ %

TO START AN SBIC: The usual minimum private investment is \$300,000. With this investment the SBIC is able to borrow up to \$600,000 from the SBA - giving it \$900,000 to work with.

Banks may invest up to 2% of their capital and surplus in SBICs.

Congress has enacted liberal tax provisions to encourage the formation of SBICs.

The local SBA office can provide guidance in setting up an SBIC, but the management of SBICs is now handled by the Washington Office.

LOCAL SBA PEOPLE TO CONTACT: Mr. Canavan, Mrs. McCauley 223-3237

WASHINGTON, D.C. OFFICE: Mr. Arthur P. Syr  
Small Business Administration  
Chief of Northeastern Area  
1441 L Street, N.W.  
Washington, D. C.

(SBIC information is continued on the following sheet.)



(SBIC Loans, cont'd)

TO BORROW FROM AN SBIC: A list of licensed SBICs in the Boston area can be obtained from the local SBA office. There are about 28 SBICs in the Boston area.

There are 700 SBICs licensed in the country today. About 250 of them are in some sort of trouble. Two basic problems with SBICs are : (1) the problem of policing their activities and (2) the problem of their tending to be too small to cushion themselves against loans that fail.

While SBA licenses SBICs, it does not guarantee the quality of their administration.



SBA PROGRAMS - June, 1967

I. (6) ECONOMIC DEVELOPMENT LOANS

ELIGIBLE: (NOT AVAILABLE IN BOSTON) State and local Development Corporations, but only in areas that have been declared "economic development areas". These are areas, the size of a city or larger, that have a very high rate of unemployment. (For example, Lowell, Mass.)

The State or local Development Corporation uses the money to finance small business in the development area.

AMOUNT OF LOAN: up to \$350,000 for each small business to be assisted.

PERIOD OF LOAN: up to 25 years.

SBA PEOPLE TO CONTACT: Mr. Alfano, Mr. Lyken 223-3154

(Room 1907-A, 19th Floor)





## SBA PROGRAMS - June, 1967

I. (7) "DISASTER LOANS (four types: (a) natural disaster, (b) economic injury, (c) product disaster, and (d) displaced business)

(a) NATURAL DISASTER LOANS

ELIGIBLE: Small businesses, non-profit organizations, and households WHEN THERE HAS BEEN A NATURAL DISASTER SUCH AS A FLOOD; for the replacement or repair of property damaged due to the natural disaster. The administrator of the SBA must declare the area a "disaster area".

AMOUNT OF LOAN: no limit other than the rule: "the amount of physical damage minus the amount recoverable from insurance."

PERIOD OF LOAN: up to 30 years

INTEREST: 3% on SBA's share; on the bank's share, "a reasonable rate"

(b) ECONOMIC INJURY LOANS

ELIGIBLE: small businesses that have suffered economic injury (as opposed to physical injury) due to a natural disaster in an area which the President of the U.S. or the Sec. of Agriculture declares a "disaster area".

(c) PRODUCT DISASTER LOANS

ELIGIBLE: firms that suffer economic injury when their product becomes diseased or toxic for human consumption and may not be produced or marketed.

(d) DISPLACED BUSINESS LOANS

ELIGIBLE: small businesses displaced by Federally-aided programs such as urban renewal and highway or other construction.

AMOUNT OF LOAN: the estimated cost of re-establishing the business, less funds that the small firm has received as damages, moving expenses, and net condemnation funds paid to it by a public agency or awarded it by a court. The amount must be consistent with the economic injury the firm has suffered through displacement.

INTEREST RATE: CURRENTLY  $4\frac{1}{4}\%$  for SBA's share; for bank's share, a reasonable rate. (But the interest rate is "established yearly according to a statutory formula.")

PERIOD OF LOAN: up to 30 years; but for working capital, up to 6 years.





II. MANAGEMENT ASSISTANCE PROGRAMS

II - (1) SCORE - SERVICE CORPS OF RETIRED EXECUTIVES

ELIGIBLE: owners of small businesses

PROGRAM: Retired executives make their managerial skills and experiences available to small businessmen and potential businessmen.... without charge.

(This is for the first 90 days. After that, a modest, mutually agreed-upon fee can be worked out.) If the SCOREman incurs travel expenses, the businessman who can afford it reimburses the SCOREman; but the businessman who cannot afford it does not have to reimburse the SCOREman.

SBA PEOPLE TO CONTACT: Telephone 223-3257 Mr. Gough (pronounced "guff")  
or  
223-3254 Mr. Grady

II - (2) MANAGEMENT COURSES

ELIGIBLE: owners and managers of small businesses

PROGRAM: Management courses in the evenings are given by educational institutions in cooperation with the SBA.

SBA PERSON TO CONTACT: Telephone 223-3141 Mr. Chicklis

TO RECEIVE NOTICE OF COURSES TO BE GIVEN: ask Mr. Chicklis to put your name on the Courses and Conferences mailing list.

LOCAL SCHOOLS WHERE THESE COURSES ARE GIVEN:

BOSTON COLLEGE: telephone Mr. Vaughn, 332-3200, Director of the Bureau of Business Research, Center for the Study of Franchise Distribution.  
Course concerns franchising.

BOSTON UNIVERSITY: telephone Mr. Slavet or Mrs. Popolo 262-4300, ext. 2378. The course is called "Retail Store Management"; it is given on Tuesday evenings, 7-9:30 p.m., Fall and Spring semesters, by Abe Green (Swampscott, LY 9-0980)

MASS BAY COMMUNITY COLLEGE: Telephone John Conner or Gerard Saunders, 926-2600, ext. 46. This is a new



course which will begin in the Fall. (It may be expanded to cover other subjects later on) It is a survey course which will deal with the following subjects: record keeping, inventory control, financial planning, legal problems, sales promotion, competitive pricing, government regulations and taxation, and what the future holds for small business.

**N.E. INSTITUTE OF TRANSPORTATION:** telephone Jack Frost 262-3045. The course deals with transportation subjects: fleet operation, insurance, pricing, value analysis, routing, etc.

**NORTHEASTERN UNIVERSITY:** telephone Mr. Gallagher or Mr. Youse 266-4850. They say: their courses are "short on theory and long on how to get it done"; the courses are taught by businessmen.

**SUFFOLK UNIVERSITY:** telephone Dean Grunewald, 227-1040 at the Business School. This course has not been given before. It may include some legal information.

THE FOLLOWING COURSE IS NOT SPONSORED BY THE SBA ITSELF, BUT BY SBANE, THE SMALLER BUSINESS ASSOCIATION OF NEW ENGLAND:

**AT HARVARD UNIVERSITY SCHOOL OF BUSINESS ADMINISTRATION:** telephone Lewis Shattuck at SBANE, 426-1192. This is a three-day live-in seminar at Harvard Business School, using the HBS case method. It covers 3 cases a day in the following subjects: general management, marketing, labor relations, and finance. This course is recommended for people who already have management training. It is probably slanted towards manufacturing problems.

## II. - (3) MANAGEMENT CONFERENCES AND CLINICS

**ELIGIBLE:** owners and managers of small businesses

**PROGRAM:** SBA sponsors one-day conferences on important management subjects useful to small businessmen. SBA also has **PROBLEM CLINICS** which are conferences on specific subjects such as taxes, and which last about three hours.

**SBA PERSON TO CONTACT:** Telephone 223-3141, Mr. Chicklis

**TO RECEIVE NOTICE OF CONFERENCES TO BE GIVEN:** ask Mr. Chicklis to put your name on the Courses and Conferences mailing list.

## II. - (4) WORKSHOPS FOR NEW OR PROSPECTIVE BUSINESS OWNERS

**ELIGIBLE:** new or prospective business owners and managers



(WORKSHOPS cont'd)

PROGRAM: SBS sponsors free one-day workshops discussing various subjects that a new or prospective business owner needs to know about.

SBA PEOPLE TO CONTACT: telephone 223-3256, Mr. Francis  
223-3237, Mr. Canavan or Mrs. McCauley

II. - (5) PRODUCTION AND MARKETING ASSISTANCE

ELIGIBLE: small business owners and managers

PROGRAM: SBA provides guidance on problems involved in producing and marketing new products.

SBA PEOPLE TO CONTACT: telephone 223-3141, Mr. Sohn (is there only  
or part time)  
223-3217, Mr. Foster

II. - (6) "AIMS" - ASSOCIATION AND INTRA-INDUSTRY MANAGEMENT SERVICE

ELIGIBLE: This is a combined program for large and small firms.

PROGRAM: "SBA encourages large firms and trade associations to help their small business customers, suppliers or members to improve their management. Firms and associations that want to start such programs for small business can obtain SBA cooperation and guidance."

This program is very flexible in form; it is not very active at present.

SBA PEOPLE TO CONTACT: Telephone 223-3257, Mr. Gough (pronounced "guff")  
or  
223-3254, Mr. Grady  
or  
223-3237, Mr. Canavan

II. - (7) MANAGEMENT RESEARCH

SBA finances studies to gain knowledge about small business.

(The results of these studies are available in SBA Management publications; see III, below.)

SBA PEOPLE TO CONTACT: LOCALLY; 223-3254, Mr. Grady  
or WASHINGTON, D.C.; Mr. Murray Kramer,  
Director of the Office of  
Management Assistance

(This program is handled by the Washington Office.)





III. MANAGEMENT PUBLICATIONS

PROGRAM: There are two series of publications: one series is free and the other is a for-sale series. The publications cover a wide range of management and technical subjects of value to businessmen.

(1) FREE SERIES - contains leaflets in the following categories:

- (a) Management Aids for Small Manufacturers
- (b) Small Marketers Aids
- (c) Technical Aids for Small Manufacturers
- (d) Management Research Summaries

WHERE TO GET A LIST OF THE CURRENT FREE SERIES: at the local SBA office. Ask for the "Free Management Assistance Publications List, SBA 115A."

WHERE TO GET THE FREE PUBLICATIONS: either visit the local SBA office or use the order blank on the list (115A) to order by mail.

TO RECEIVE NEW LISTS AS THEY ARE PUBLISHED IN THE FUTURE:

Ask the local SBA office for a mailing list application to receive the free management publications series lists. (115A).

(2) FOR - SALE SERIES - contains booklets in the following main categories:

- (a) Aids Annuals
- (b) Small Business Management Series
- (c) Starting and Managing Series
- (d) Small Business Research Series

WHERE TO GET A LIST OF THE CURRENT FOR-SALE SERIES: at the local SBA office Ask for the "Small Business Administration Publications List, 115B".

WHERE TO GET THE FOR-SALE PUBLICATIONS: N O T AT SBA.

These are for sale at:

The U. S. Dept of Commerce  
Room 510  
John F. Kennedy Federal Building  
Government Center  
Boston, Mass. 02203

or

Superintendent of Documents  
U.S. Government Printing Office  
Washington, D.C. 20402





(Management Publications, cont'd)

TO RECEIVE NEW LISTS AS THEY ARE PUBLISHED IN THE FUTURE:

Ask the Superintendent of Documents (address above) to put your name on Mailing List N-222...the SBA FOR-SALE SERIES OF PUBLICATIONS MAILING LIST.

IV. HOW TO BID FOR GOVERNMENT CONTRACTS

SBA provides several forms of assistance to small firms that want to obtain Government prime contracts and related sub-contracts.

SBA PEOPLE TO CONTACT:

FOR PRIME CONTRACTS:      223-7762, Mr. Mason  
                                 223-3292, Mr. Daniels

FOR SUBCONTRACTS:        223-3162, Mr. Ready (pronounced "reedy")  
                                 223-3163, Mr. Hutton

TO GET YOUR NAME ON A LIST OF AVAILABLE SMALL BUSINESSES - or  
                                 TO GET A LIST OF SMALL FIRMS THAT ARE AVAILABLE:

223-3192, Mr. Cairns ("Facilities Inventory")

FOR CONTRACTS IN RESEARCH AND DEVELOPMENT:

(a) help to obtain such contracts: 223-3141, Mr. Allen

(b) to obtain the results of research; 223-3217, Mr. Foster

TO OBTAIN A "CERTIFICATE OF COMPETENCY":

223-3146, Mr. Bellerose

Sometimes when a small firm is low bidder on a contract to sell to the Government (or high bidder on a contract to buy from the Government), the Government Procurement Agent does not award the contract to the small firm; because he doubts the small firm's ability to perform. In such a case, the small firm can ask the SBA to inspect its facilities and if the SBA finds that it does have the ability, the SBA issues the firm a "certificate of competency". (Meanwhile, during a two week period while the firm is being examined, the contract may not be awarded to any party.) If the certificate is issued, the Procurement Officer must award the contract to the small firm.



V. BUYING FROM THE GOVERNMENT

SBA works to channel a fair share of U.S. Government surplus property and resources to small businesses.

SBA PERSON TO CONTACT: 223-3292, Mr. Daniels

VI. ADVISORY COUNCILS

(1) State Advisory Councils composed of owners and representatives of small businesses advise SBA on the usefulness of existing programs and the need for new ones.

(2) A National Advisory Council reviews and evaluates SBA programs with top SBA officials in Washington, each year.



SMALL BUSINESS ADMINISTRATION PERSONNEL AND  
THEIR TELEPHONE NUMBERS - JUNE, 1967

I. BOSTON REGIONAL OFFICE

Regional Director, Lawrence R. Laughlin - 223-3201

Financial Assistance Division

Chief of Financial Assistance, Robert J. Noonan - 223-3293

Assistant Chief, John E. Sullivan - 223-3128

Team Leader, Boston and Vicinity, Frank J. Cormack - 332-3211

Procurement and Management Assistance Division

Chief, Lawrence W. Grady - 223-3254

2. NORTHEASTERN AREA OFFICE

Area Administrator, Thomas J. Noonan - 223-6660

Program Coordinators

Equal Opportunity Compliance, Murray L. Townsend, Jr. - 223-3230

Financial Assistance, Bernard F. O'Neil - 223-7786

Procurement and Management Assistance

David Buell - 223-7761

Assistant - Stanley Mason - 223-7761









SMALL BUSINESS INVESTMENT COMPANIES AS OF APRIL 1, 1967

NOTE: This is a list of all small business investment companies whose licenses, issued by SBA, remain outstanding except those companies that are in process of surrendering their licenses or are subject to legal proceedings which may have the effect of terminating their activity as small business investment companies. This list does not purport to characterize the relative merits, as investment companies or otherwise, of these licenses. Inclusion on this list may, in no way, be construed as approval of a company's operation or as a recommendation by the Small Business Administration.

MASSACHUSETTS

Anderson New England Capital Corp.  
150 Causeway  
Boston, Massachusetts 02114

Boston Capital Corp.  
535 Boylston Street  
Boston, Massachusetts 02109

Arrow Investment Corporation  
1051 Beacon Street  
Brookline, Massachusetts 02146

Business Achievement Corp.  
1 Court Street  
Boston, Massachusetts 02108

Atlas Capital Corporation  
338 Park Square Building  
31 St. James Avenue  
Boston, Massachusetts 02116

Business Assistance Corporation  
199 Alewife Brook Parkway  
Cambridge, Massachusetts 02138

Beacon Capital Corporation  
587 Beacon Street  
Boston, Massachusetts 02115

Cambridge Capital Corporation  
92 State Street  
Boston, Massachusetts 02109

Beaconsfield Investment Corp.  
70 State Street  
Boston, Massachusetts 02109

Cambridge Science Advancement Corp.  
80 Federal Street  
Boston, Massachusetts 02110



Small Business Investment Companies

(Massachusetts - Continued)

Chestnut Hill Capital Corp. 1287 Commonwealth Avenue Boston, Massachusetts 02134	Mutual Small Business Investment Corp. 357 Park Square Building 31 St. James Avenue Boston, Massachusetts 02116
Congress Capital Corp. 294 Washington Street, Suite 711 Boston, Massachusetts 02108	New England Capital Corporation One Court Street Boston, Massachusetts 02118
Eastern Seaboard Investment Corp. 73 State Street, Suite 208 Springfield, Massachusetts 01103	New England Enterprise Capital Corp. 28 State Street Boston, Massachusetts 02109
Essex Capital Corporation 19 Congress Street, Suite 700 Boston, Massachusetts 02109	Pilgrim Capital Corporation 10 Pleasant Street Brookline, Massachusetts 02146
Financial Investors of Boston, Inc. 185 Devonshire Street Boston, Massachusetts 02108	Pioneer Capital Corporation 725 Providence Pike Dedham, Massachusetts 02026
First Small Business Investment Corp. of New England One Federal Street Boston, Massachusetts 02110	Prudential Small Business Investment Co., Inc. 84 Sherman Street Cambridge, Massachusetts 02138
Hancock Capital Corporation 1455 Commonwealth Avenue Brighton, Massachusetts 02235	Seventeen Investment Corporation 40 Court Street Boston, Massachusetts 02108
Massachusetts Capital Corporation 225 Franklin Street Boston, Massachusetts 02110	Weston Electronics Investment Corp. Prudential Center, Suite 2240 Boston, Massachusetts 02199
Massachusetts Small Business Investment Company 80 Federal Street Boston, Massachusetts 02110	Wyatt Investment Corporation One State Street Boston, Massachusetts 02109
Massapoag Investment Corporation 1330 Beacon Street Brookline, Massachusetts 02146	Yankee Capital Corporation 77 Franklin Street Boston, Massachusetts 02110









SMALLER BUSINESS ASSOCIATION OF NEW ENGLAND - SBANE  
(pronounced "essbanc")

ELIGIBLE FOR MEMBERSHIP: owners and managers of smaller businesses

WHO ARE THE MEMBERS? mostly owners of manufacturing firms, some service firms; very little retail. There are about 500 members.

PURPOSE OF SBANE: This private, non-profit, non-governmental organization aims at promoting and protecting small businesses by acting collectively to deal with the problems that smaller businesses face.

PROGRAMS:

- (1) LOBBY PROGRAM: SBANE lobbies in Washington, D.C., to get legislation passed (on the national scale) which can benefit smaller businesses.
- (2) INFORMATION BULLETINS: SBANE sends out information bulletins to its members informing them of specific items that are of concern to them as small businessmen.
- (3) REGULAR MEETINGS: The members meet regularly; and there is an annual business seminar - on a cruise in the Caribbean.
- (4) SEMINAR AT THE HARVARD BUSINESS SCHOOL: SBANE sponsors a three-day, live-in seminar at the Harvard Business School in February of each year. Three cases are discussed each day, on the following topics: general management, marketing, labor relations, and finance. (COST: about \$175)
- (5) MONTHLY MAGAZINE: SBANE produces a monthly magazine containing information for small businessmen. COST: \$4 per year. Contact L. Shattuck (address below) for a subscription.
- (6) FINANCIAL ASSISTANCE: SBANE gives assistance to members in the planning and procurement of loans from banks, from the SBA, and from SBICs.



(7) GROUP INSURANCE: SBANE provides members with group insurance at group rates.

There are several other programs as well; including LABOR-MANAGEMENT RELATIONS PROGRAMS and PROBLEM SOLVING SERVICES.

MEMBERSHIP DUES:

\$50 per year, plus \$.50 per employee for company membership. Individual memberships for those who work for a large company not eligible for membership or owners of one-man business or profession are \$35 per year.

Note that many of the benefits of SBANE work can be had for the price of a subscription to SBANE magazine - \$4 per year.

PERSON TO CONTACT AT SBANE: Mr. L. Shattuck, telephone 426-1192

SBANE  
Statler Office Building  
(Park Square - off Boylston)  
Boston, Mass. 02116

11th floor







PROGRAM AT SNAP - SOUTH END NEIGHBORHOOD ACTION PROGRAM

ELIGIBLE: small business owners and managers

PROGRAM:

COUNSELLING: detailed personal assistance and advice on all business problems; for example, assistance with getting loans; with legal problems; and with management, advertising, marketing, and accounting.

REFERRALS: help finding the right people to help you

EDUCATIONAL PROGRAMS:

INSURANCE WORKSHOPS: The need for insurance and how to put your tax money to work. (This is given repeatedly.)

ADVERTISING WORKSHOPS: this program is being set up and will be given soon.

PERSON TO CONTACT: Mr. Arthur Williams  
Telephone: 267-7400

SNAP  
109 West Brookline Street  
South End  
Boston, Massachusetts







D28  
BRA P 2 copies  
D28 Boston Redevelopment Authority. Pl-  
BRA anning Department.  
Bos Programs available for small bus-  
nin inesses.

DATE	ISSUED TO
[Redacted]	

BUSINESS ASSISTANCE PROGRAM -- BAP

ELIGIBLE: Owners of small businesses or people interested in owning their own businesses.

ORGANIZATION: BAP is funded by a three-year Ford Foundation Grant, and is starting its second year. Ten teams of Harvard Business School students consult with business owners or potential owners who desire help.

PROGRAM: To provide help, without charge:

- (1) with the basic business aids such as bookkeeping, merchandising, advertising, inventory control, hiring and research.
- (2) with applying for and negotiating loans from banks and/or and from the SBA.
- (3) with referrals - putting businessmen in touch with legal and technical people if needed.

PERSON TO CONTACT AT BAP:

Ron Glass  
37 Eastburn Street  
(Apt. 2)  
Brighton, Mass. 02135

Telephone: 254-7485

AFTER SEPTEMBER 15, 1967 CONTACT:

James Botkin  
Business Assistance Program  
Harvard Business School

Telephone: 354-5638





**Report Binder**  
**Stock No./Color**

80571	Black
80572	Lt. Blue
80573	Dk. Blue
80578	Rust
80579	Exec. Red

MADE IN THE USA

